Detailed instructions for Completing Request for Design Exception, Design Waiver, or Deviating from UDOT Standards Forms

Most of the data requirements on the form are self-explanatory. However, there are some that are not immediately obvious.

Refer to the basic instructions on the Web site for additional instructions.

The Form was created using tables. Cells will automatically expand where data exceeds one line of text.

Request for Design Exception, Design Waiver, and Deviation from UDOT Standards Project Information Form, Page 1:

1. Type of Project: Select all applicable types from the three options.

2. Character of Work: Provide a detailed description of the proposed project including limits, paving, structure, drainage, grading, signing, lighting, signals, and safety work anticipated and details of work at any intersections.

Part I. Design Exception/Design Waiver Project Information Form, Page 1:

1. Traffic Data: if the project design life is less than 20 years, show the projected traffic for the design life in the first "Projected" line and that for a 20-year design life in the second "Projected" line.

2. Geometric Data: "Type of Facility" - identify by functional class: freeway, principal arterial, minor arterial, major collector, minor collector, or local road. "Clear Zone" - give intended standard for project.

3. Accident History: include data for at least three years if available. Remarks: include any identified accident-related data (for example: most prevalent type of accident, accident clusters at reference point, etc.). It is required that the Operational Safety Report be attached.

Part I. Design Exception/Design Waiver Project Information Form, Page 2:

1. Adjoining Section Geometric Compatibility: "Direction" - location in relationship to project. "Compatibility" - Discuss any design geometric inconsistencies in the 12 critical elements between the adjoining section and the section of the proposed project.

2. Programmed Future Improvements: discuss any programmed work on the same facility adjacent to the subject project. Define type of work: 3 R, reconstruction, etc.

3. Cost Data: data to complete "Project Cost to Attain FHWA 12 Critical Elements and Additional AASHTO Standards" comes from completion of Pages 3 and 4. Include a Detailed Estimate spreadsheet with an item by item breakdown.

4. Comments: This is a good place to clarify that the project met design standards for the time it was constructed.

Pages 3 and 4:
Exceptions to FHWA's 12 Critical Elements (design speed, lane width, shoulder width, horizontal alignment, vertical alignment, grades, stopping sight distance, cross slopes, super elevation, structural capacity, vertical clearance, and bridge width)
Waivers to Additional AASHTO Design Criteria

1. Location: give specific locations by stations or reference point and direction (example: northbound) if appropriate.

2. Element: one of the 12 critical elements or waiver of additional design criteria. Note that there could be several entries under some of these elements.

3. Accidents: if possible, get accident data for the segment of roadway affected by this exception.

4. Standards: Show UDOT standard if there is no difference between AASHTO and UDOT.

5. Mitigation: can steps be taken to lessen the effect of this exception such as signing shielding, pavement marking, slope flattening, etc.? Those which are possible and probable should be included.

6. Remarks: indicate what would be required to overcome this exception. Things which may be included are a description of required alteration, cost, right-of-way requirements, and any potential environmental concerns.

Page 5:
Design Exception Request - Bridge Rail or Parapet

1. Mainline or Overcrossing: Is the structure on the National Highway System (NHS) or on a roadway crossing over the NHS?

2. Sufficiency Rating: available from the UDOT Structures Division.

Bridge:

3. Rail Type: include sketch.

4. Condition: rate condition of existing bridge rail: good, fair, or poor.

5. Height: for General Motors (GM) type rail only, will the height from the bridge deck to the foreslope break be 12 in or less? (To remain in place, this dimension must be 12 in or less.)

6. Width (Total): width inside rail to inside rail.

Approach:

7. Type: guardrail or precast barrier?

8. Attached: is the approach rail attached to the bridge rail?

9. Standards: does the approach rail/bridge rail transition attachment meet standards?

10. Width (Total): width shoulder break to shoulder break.

11. Remarks: include proposed mitigation or corrective action.

Note: Use as many pages 3, 4, and 5 as necessary to cover all exception and waiver items.

Part II. Deviation from UDOT Standards, Page 6:

Table of Items and Required Action:

1. Use the table to determine level number and approval.

Part II. Deviation from UDOT Standards, Page 7:

1. Level: Use the table on Page 6 to determine the appropriate level.

2. UDOT Standard: List Section or Drawing number and title for the Standard Specification or Standard Drawing number for the applicable deviation.

3. Proposed Deviation, Projected Cost to Attain UDOT Standard, Explanation of Deviation, Safety Impacts, Cost/Benefit, Measurement and Payment, Material Acceptance, and Associated Risk: Complete the information for each identified Standard.

Note: Use as many page 7s as necessary to cover all deviations from Standards.

Part III. Approval/Signatures, Page 8:

1. Detailed instructions for Page 8 included on the form.

2. Submit all forms in accordance with Basic Instructions, General: Process.